

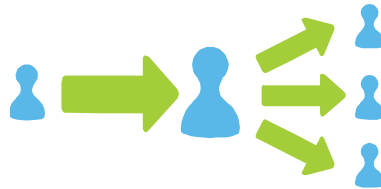


Introduction

- GAB General Contact Information
 - 608.261.2028
 - gabcfis@wi.gov
- Topics
 - Definition of a conduit
 - What does a conduit report
 - When does a conduit report
 - CFIS Demonstration
 - Questions

What is a conduit?

- An individual or organization transfers the contribution to another individual or organization without exercising discretion as to the amount which is transferred and the individual to whom or organization to which the transfer is made [Wis Stat. § 11.01(5m)]
- Conduits can be sponsored by corporations or other associations.



Registering and reporting

- Use the GAB-9 Registration Form, or the Register a Conduit option in CFIS
- Conduits report two things:
 - Contributions going out
 - Redirected Contributions



Redirected Contributions

- New as of 2013 Wisconsin Act 153
- Contributions from individuals who are deceased or who are no longer in contact with the conduit may be redirected to a conduit's sponsoring organization or administrative fund, but cannot be redirected to candidate or non-affiliated committees.
- Before a conduit may redirect contributions, the sponsor or administrative fund must be listed on their GAB-9 Conduit Registration Statement.

- Contributions can only be redirected if the conduit has held the contribution for at least 24 consecutive months during which the individual that made the contribution has made no contact with the conduit, and one of the two scenarios applies:

- Contributions can only be redirected if the conduit has held the contribution for at least 24 consecutive months during which the individual that made the contribution has made no contact with the conduit, and one of the two scenarios applies:
 - Scenario 1: The conduit has, over the 24-month period, attempted in good faith to contact the individual or organization that contributed at least 10 times and has documented each attempt but has been unable to make contact. A conduit may not satisfy this requirement if all 10 attempted contacts occur within a period of 30 consecutive days. A conduit may satisfy this requirement by:
 - telephoning at the last-known number
 - sending a letter or postcard by U.S. mail
 - sending an email message
 - sending a text message
 - sending a fax
 - or any combination of the above
 - Scenario 2: The 24-month period has passed, and the surviving spouse or executor of the estate of a deceased contributor authorizes the redirection of the contribution to the sponsor or administrative fund

Transmittal Letters

- Required for contributions to committees and those being redirected
- Can generate letters out of CFIS. Passcodes on CFIS Letters can help committees enter information
- Required Information:
 - A statement clearly identifying the conduit with the conduit's GAB ID#.
 - The name and address of the recipient with the recipient's GAB ID#, the date the transfer was made, and the total amount transferred.
 - The name and address of contributor and the amount of his or her contributions.
 - The contributor's occupation and employer, when an individual's total contributions to the same recipient exceed \$100 cumulatively in the calendar year.

When do conduits report?

- At least twice a year: January and July Continuing
- Pre-Primary and Pre-Election reports if giving to candidate on ballot
- Late (48 Hour) Reports
 - Filed in last 15 days before an election, within 48 hours of disbursement being made
 - Only file if giving \$500 or more to an individual committee
- Filing a transmittal letter is not the same as filing a report!
- Must file electronically when over \$20,000 in a year
- Filing fee of \$100 if over \$2500 disbursements in a year

| CONDUIT CAMPAIGN FINANCE REPORT STATE OF WISCONSIN | | | | |
|---|---|--|-------------------------------------|--|
| CONDUIT IDENTIFICATION | | GAB ID Number _____ | | |
| Name of Conduit Fund _____ | | Telephone No. _____ | | |
| Street Address _____ | | Is this Report An Amendment? <input type="checkbox"/> Yes <input type="checkbox"/> No | | |
| City, State, and Zip Code _____ | | Is Address Different Than Previously Reported? <input type="checkbox"/> Yes <input type="checkbox"/> No | | |
| NAME OF REPORT | | | | |
| <input type="checkbox"/> January Continuing _____ | <input type="checkbox"/> Pre-Primary _____ | <input type="checkbox"/> Spring _____ | <input type="checkbox"/> Fall _____ | <input type="checkbox"/> Special Election Office _____ |
| <input type="checkbox"/> July Continuing _____ | <input type="checkbox"/> Pre-Election _____ | <input type="checkbox"/> Spring _____ | <input type="checkbox"/> Fall _____ | <input type="checkbox"/> Special Election Office _____ |
| Date _____ | Complete Name and Address of Registrant (to Whom Funds Were Transmitted) | GAB ID Number of Receiving Committee | Column A Amount This Period | Column B Calendar Year-to-Date |

Upcoming Report Deadlines

- Fall Pre-Election 2014: Due Monday, Oct. 27, 2014
 - Covers activity from end of July Continuing 2014 or Fall Pre-Primary 2014 through 10/20/14
- Fall Pre-Election Late Reporting Period
 - 10/21/14 through 11/4/14
- January Continuing 2015: Due Monday, February 2, 2015
 - Covers from end of last report (July Continuing 2014 or Fall Pre-Election 2014) through 12/31/14
- Filing officers required to send notices via 1st class mail
- Not receiving the notice does not mean you do not have to file a report!

Reporting in CFIS

The screenshot shows the homepage of the Wisconsin Campaign Finance Information System (CFIS). At the top left is the Seal of the State of Wisconsin. To its right, the text reads "Welcome to Wisconsin Campaign Finance Information System" with the website URL <http://gab.wi.gov> and email gabcfis@wi.gov. Below this is a navigation menu with links: Register a Candidate Committee, Register a Special Interest Committee/Independent Disbursement, Register a Conduit, Register a Sponsoring Organization, View Filed Reports, View Receipts, View Expenses, View Registrants, View Conduit Contributions, FAQs, and General Information. In the center is a banner image of the Wisconsin State Capitol. To the right of the banner is a "Registrant Login" section with fields for Username and Password, a "LOGIN" button, and a "Forgot password?" link. Below the banner are two boxes: "News" and "Campaign Finance Information" which contains links for Forms, Limits and Filing Deadlines, Training, and Manuals. At the bottom, it says "WISCONSIN GOVERNMENT ACCOUNTABILITY BOARD | P.O. Box 7984, Madison, WI 53707-7984 Phone: 608-266-8005", "CFIS 2.7.55", and a "Download Adobe Reader" link. A note at the bottom states "This site is better viewed with Internet Explorer 6.2 or Higher".

Best Practices

- Watch reporting periods!
 - Once the transmittal letter is generated, you cannot switch the reporting period, you must delete and re-enter or re-upload your transactions.
- Use uploads!
- Use transmittal letters from CFIS
 - Receiving committee can enter a code from that letter and the data entry is done for them.

WISCONSIN CAMPAIGN FINANCE INFORMATION SYSTEM

Transmittal Letter for: Friends of Aaron Rodgers GAB ID: 010XXXX

Address Line1: 312 E Washington Ave

Address Line2:

City, State and Zip: Madison WI 53703

1. Attached is a check for a total amount of \$200.00 for all the contributions listed below.

2. If you want to import the following records automatically into your Wisconsin Campaign Finance System account, enter the passcode below in the "Upload Conduct Contributions" screen after login.

Passcode: 9999_3loa5807_9999 Transmittal letter Generated: 04/00/2014

| S.NO | DATE | CONTRIBUTOR NAME | ADDRESS | AMOUNT |
|--------------|------------|---------------------|-------------------------------------|-----------------|
| 1 | 04/00/2014 | Favre, Brett | 123 Main Street, Green Bay WI 54301 | \$200.00 |
| | | Occupation: Retired | | |
| | | Employer Details: | | |
| TOTAL | | | | \$200.00 |

3. Contact Address:

GAB ID: 010XXXX

Conduct Name: Packers Direct Giver Program

Administrator Name: Smith, Joan

Contact No: (920) 999-9999

Email Address: jsmith@fakeemail.com

15 MAR 2014

Questions

- GAB General Contact info
608.261.2028
gabcfis@wi.gov
- Staff
Rich Bohringer (Lead Auditor) 608.267.7735
richard.bohringer@wi.gov
Adam Harvell (Auditor) 608.257.9252
adam.harvell@wi.gov
Colleen Adams (Auditor) 608.267.7804
colleen.adams@wi.gov
